

**CITY OF CASTROVILLE CITY COUNCIL
SPECIAL CALLED COUNCIL MEETING**

**1209 Fiorella
City Council Chambers**

July 14, 2020

Tuesday

5:00 P.M.

MINUTES

I. CALL TO ORDER

The meeting was called to order at 5:03 p.m. by Mayor Pro Tem Schroeder

II. ROLL CALL

Present:

Mayor Pro Tem Darrin Schroeder
Councilmember Sheena Martinez
Councilmember Paul Carey
Councilmember Jesse Byars
Councilmember Todd Tschirhart

Leroy Vidales, Interim City Secretary
Debra Howe, City Secretary
Brian Jackson, Police Chief
John Gomez, Public Works Director
David Kirkpatrick, Airport Manager
Breana Soto, Community Development Coordinator
Kerl Brooks, Code Enforcement Officer

Others in attendance:

Cynthia Trevino, City Attorney

III. PLEDGE OF ALLEGIANCE

IV. INVOCATION

Councilmember Paul Carey gave the invocation.

V. CITIZEN COMMENTS

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. Written questions or comments may be submitted up to two hours before the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance of the Texas Public Information Act upon request.

This item was skipped due to the call-in feature of Go to Meeting had technical difficulties. Time was allowed for citizens to re-connect and make comments.

No one requested to speak

VI. CONSENT AGENDA

- A. Minutes for June 17, 2020 Special Called Council Meeting.
- B. Minutes for July 1, 2020 Special Called Council Meeting.

Mayor Pro Tem Schroeder said he had a few corrections on July 1, 2020 meeting minutes. Completion of his title and spelling of his first name. The corrections were noted by City Secretary Debra Howe.

A motion was made by Councilmember Carey and duly seconded by Councilmember King to approve the consent agenda. A vote was taken (5:0 all ayes) the motion carried by all present.

VII. Discussion and appropriate action on approving the Gas Operations and Maintenance Contract with CPS. (John Gomez, Public Works Director)

Public Works Director John Gomez briefed the city council on the operations and maintenance contract with CPS. Linda Rodriguez, Local Government Relations for CPS, was on the call in for any questions. All the councilmembers and staff had been briefed on the new contract by Ms. Rodriguez in a series of teleconferences and no one had any additional questions. Mr. Gomez said he wished to have the contract coincide with the city's fiscal year and have a start date of October 1.

A motion was made by Councilmember Carey and duly seconded by Councilmember King to approve the Gas Operations and Maintenance Contract with CPS to go into effect October 1, 2020. A vote was taken (5:0 all ayes) the motion carried by all present.

VIII. Discussion and appropriate action on a petition submitted by Hwy 90 Castroville Partners LTD for the annexation of 131.613, 269.407, 14.131, 1.148 (Lot 2, Walmart Store. No. 4120-00), and 1.018 (Lot 4, Walmart Store No. 4102-00) acres in the L.M. Collard Survey Number 97, Abstract 1259, Medina County also known as Alsatian Oaks Development; Property is located adjacent to Walmart 1151 Hwy 90 E, Castroville, Texas.

City Secretary Debra Howe briefed the city council on the city receiving a petition from Castroville Partners, LTD for the purpose of annexation. Will Collins was on the call in for any questions. This request was part of the Alsatian Oaks Development Agreement. The city council did not have any questions.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to accept the petition submitted by Hwy 90 Castroville Partners LTD for the annexation of 131.613, 269.407, 14.131, 1.148 (Lot 2, Walmart Store. No. 4120-00), and 1.018 (Lot 4, Walmart Store No. 4102-00) acres in the L.M. Collard Survey Number 97, Abstract 1259, Medina County also known as Alsatian Oaks Development; Property is located adjacent to Walmart 1151 Hwy 90 E, Castroville, Texas. A vote was taken (5:0 all ayes) the motion carried by all present.

IX. Discussion and appropriate action on an ordinance amending Ordinance 2009-006 Council Policies and Procedures. (Debra Howe, City Secretary)

City Secretary Debra Howe briefed the city council on the draft ordinance provided in the council packet. Ms. Howe said at a previous meeting the council had received the draft for review with minor changes provided by the previous city attorney. City Attorney Cynthia Trevino said the new ordinance emphasize the roll of the mayor and a few legislative changes. City Secretary Howe said the change in meeting times from 6pm to 5pm could be decided at this time.

Mayor Pro Tem Schroeder clarified they could or should do this by a resolution from the language in the ordinance. City Attorney Trevino said they could establish the time at this meeting and bring back a resolution at the next ratifying the time, or wait until the next meeting and bring a resolution establishing the time. Council decide to bring back a resolution establishing the time.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to adopt the ordinance amending Ordinance 2009-006 Council Policies and Procedures and bring back a resolution establishing the times for regular called council meetings. A vote was taken (5:0 all ayes) the motion carried by all present.

X. Update on Code Enforcement within the city. (Kerl Brooks, Code Enforcement Officer)

Code Enforcement Officer Kerl Brooks briefed the city council on her first six months as the code enforcement officer. Ms. Brooks provided a report on cases year to date including permits (8), parking (26), weeds/trash (41), signage (14) and occupancy (3). Ms. Brooks said she always tried to work with the citizens to resolve the issues and to maintain a good relationship. Council discussed testing of backflow preventers and who was responsible to test. Public Works Director Gomez said he had two employees on staff who were certified to do the testing. Councilmember King remembered early on the city was looking to provide this service and recommended looking at offering during the budget/fees discussions. Mayor Pro Tem Schroeder wanted to look at having information available on the website to allow citizens to know how the city tracked the inspections and reminders to come into compliance by having the backflow preventers tested. Ms. Brooks spoke on her training, completion of continuing education hours and passing the state exam on July 7th. City Council congratulated her on passing the exam and her certification.

XI. Discussion and appropriate action on a resolution authorizing the submission of an application for financial assistance with the United States Department of Agriculture, Community Facilities Direct Loan Program; and authorizing signatures for all documents relating to the USDA Community Facilities Direct Program. (David Kirkpatrick, Airport Manager)

Airport Manager David Kirkpatrick briefed the city council on the resolution to allow the city to receive assistance from the USDA Community Facilities Direct Loan Program to build a new hangar. Mr. Kirkpatrick said he was out of space at the airport and the revenues from hangars would be used to repay the loan. He said he had people on a waiting list and could easily fill the spaces.

Mayor Pro Tem Schroeder clarified due to confusion on the airport supporting itself, that city funds would not be used to repay the loan. Mr. Kirkpatrick said no city funds would be used and the airport was self-supporting. Mr. Kirkpatrick said the Castroville Airport was the first deeded airport to be offered this loan funding.

A motion was made by Councilmember King and duly seconded by Councilmember Carey to adopt a resolution authorizing the submission of an application for financial assistance with the United States Department of Agriculture, Community Facilities Direct Loan Program; and authorizing signatures for all documents relating to the USDA Community Facilities Direct Program. A vote was taken (5:0 all ayes) the motion carried by all present.

XII. Discussion on process for updating the City Thoroughfare Plan with a committee of stakeholders including the County, School District, and TxDOT. (Darrin Schroeder, Mayor Pro Tem)

Mayor Pro Tem Schroeder requested this agenda item to look at moving forward with updating the city Thoroughfare Plan. Mayor Pro Tem Schroeder said he understood that Arnie Dollase and Councilmember Paul Carey had been working with TxDOT. Councilmember Carey said they had met with the County and TxDOT about 6 months ago. Mr. Carey said some of the current issues with traffic were the lights were not in sync, causing severe backup. Mr. Carey said TxDOT asked to have a revised plan submitted to look at traffic relief. Councilmember Tschirhart agreed the possible relief routes were becoming less with all the new growth in the county. Mayor Pro Tem Schroeder wanted to look realistically at the stakeholders, those being the county, city, and school district. Councilmember Carey said the school district had not been involved in the last meeting and it would be good as they had exceptionally good demographic information. Mayor Pro Tem Schroeder said he had met with Russell Persyn on the plan, and found Mr. Persyn had been directed by the former mayor to concentrate only on the eastern quadrant related to Alsatian Oaks Development, but the city needed to look at the overall area for relief. Councilmember King said it would be expensive, but it was something that should have been started five years ago. Councilmember Carey said TxDOT was excited to be a part of the process, but the city could not afford the cost. Mr. Carey said the county and school district should be involved and could afford the cost of the study. He said right now to provide some relief would be to synchronize the lights on Hwy 90 to allow for better flow. He said the Alsatian Oaks Development had a proposed street going through the development as an exit and if completed would help with the added traffic congestion coming from the subdivision on to HWY 90. The city could not insure this was completed due to the location but the county could for traffic relief. Mayor Pro Tem Schroeder said they needed to work with RESPEC to get a proposal together and the county needed to be involved. City Attorney Trevino explained the process and recommended when approaching the stakeholders, it needed to be in writing who was paying for the services then there would be public hearings on the suggested changes and adoption. Council agreed they needed to contact the other stakeholders and confirm a meeting date to propose working together on updates to the thoroughfare plan to benefit everyone.

XIII. Discussion on generating the monthly/quarterly newsletter.

Councilmember King requested the discussion to have staff bring back the newsletter for the citizens on a monthly or quarterly basis. Mr. King said they used to receive the newsletter monthly in the utility bills. They felt a monthly letter and quarterly calendar would be good to inform citizens on upcoming events. A suggestion for the first newsletter be placed in the August 10th billing was the changes to the waste management services and a list of recyclable items. Staff said they would start working on the subjects for the newsletter.

XIV. EXECUTIVE SESSION:

(1) Pursuant to the Texas Government Code, Section 551.071 (entitled “Consultation with Attorney”) City Council shall convene in Executive Session to consult with the City Attorney, regarding pending or contemplated litigation; or a settlement offer; or a matter in which the City Attorney, under the state bar’s rules of conduct, is required to disclose confidentially to City council, as follows:

a. Rebekah Ann Parker vs. City of Castroville Cause No. 19-03-25655-CV.

Open: 6:24 p.m.

Closed: 6:40 p.m.

XV. RECONVENE IN OPEN SESSION

Mayor Pro Tem Schroeder convened into open session at 6:41 p.m.

XVI. Consider possible action or give direction on captioned items legally discussed in Executive Session

No action was taken.

XVII. Updates on safety measures for city staff and the public during the COVID 19 pandemic

Mayor Pro Tem Schroeder said he had requested this item to be placed on every agenda until the pandemic was over to keep everyone informed of any changes. Mayor Pro Tem Schroeder said the governor had just changed his orders to 10 people or less in groups and for any groups over 100 the mayor or county judge had to approve the gathering. Mayor Pro Tem Schroeder was working with a few families on a graduation party that coming weekend and the Catholic Church on their annual St. Louis Days celebration. He said at this time St. Louis Church was looking at a drive through for food pickup, no beer garden, and limited contact with the public. Police Chief Jackson was sending out the daily updates from the county to keep everyone update on the number of cases in the county.

XXI. Discussion on future agenda items

Councilmember Martinez clarified what day and time the next budget meeting was the following week. Interim City Administrator Vidales said it would be over the General Fund which would be very lengthy and hope they could start earlier in the day.

Council decided on Tuesday, July 21, 2020 at 1 p.m. Subjects for discussion on future agenda items: inventory of water rights, historical usage and IT services.

XXII. ADJOURN

Mayor Pro Tem Schroeder adjourned the meeting at 6:58 p.m.

Darrin Schroeder
Mayor Pro Tem

ATTEST:

Debra Howe
City Secretary